

SHELBY COUNTY BOARD OF COMMISSIONERS AGENDA ROUTE SHEET

Referred to Commission Committee 4 – Law Enforcement, Fire, Corrections & Courts

For Commission Action on 6/1/09

DESCRIPTION OF ITEM:

A RESOLUTION APPROVING THE RENEWAL OF SERVICES FOR AUTOMOTIVE BODY REPAIRS OF FLEET VEHICLES IN THE AMOUNT OF \$130,000.00 FOR THE SHELBY COUNTY SHERIFF'S OFFICE ORIGINALLY AWARDED BY SEALED BID #I001385 AND APPROPRIATION OF SAID FUNDS. THIS ITEM REQUIRES THE EXPENDITURE OF GENERAL FUNDS IN THE AMOUNT OF \$130,000.00. SPONSORED BY COMMISSIONER SIDNEY CHISM.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

 X This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$130,000.00 ; County CIP Funds- \$_____

State Grant Funds: \$ _____; State Gas Tax Funds: \$ _____

Federal Grant Funds: \$_____

Other funds (Specify source and amount): \$ _____

Other pass-thru funds (Specify source and amount): \$ _____

Originating Department: Shelby County Sheriff's Office

APPROVAL:

Dept. Head: Kimberly Hackney 545-5772 \ \
(Print your name & phone #.) (Initials) (Date)

Elected Official: Sheriff Mark H. Luttrell Jr. 545-5503 \ \
(Print your name & phone #.) (Initials) (Date)

Division Director: Harvey Kennedy 545-5505 \ \
 (Print your name & phone #.) (Initials) (Date)

CIP – A&F Director: _____ _____ _____
(Print your name & phone #.) (Initials) (Date)

Finance Dept. _____ \ _____ \ _____
(Print your name & phone #.) (Initials) (Date)

County Attorney: _____ \ _____ \ _____
(Print your name & phone #.) (Initials) (Date)

CAO/Mayor: _____

(Print your name & phone #.) (Initials) (Date)

ITEM NO: _____

PREPARED BY: Maurice D. Denbow

APPROVED BY: _____

**A RESOLUTION APPROVING THE RENEWAL OF SERVICES FOR
AUTOMOTIVE BODY REPAIRS OF FLEET VEHICLES IN THE
AMOUNT OF \$130,000.00 FOR THE SHELBY COUNTY SHERIFF'S
OFFICE ORIGINALLY AWARDED BY SEALED BID #I001385 AND
APPROPRIATION OF SAID FUNDS. THIS ITEM REQUIRES THE
EXPENDITURE OF GENERAL FUNDS IN THE AMOUNT OF
\$130,000.00. SPONSORED BY COMMISSIONER SIDNEY CHISM.**

WHEREAS, The Shelby County Sheriff's Office has a need to maintain sound repair of an automotive fleet by ensuring professional automotive body repairs are conducted; and

WHEREAS, On August 18, 2008, the Shelby County Board of County Commissioners adopted by resolution the award of Sealed Bid #I0013855 in the amount of \$130,000.00 to provide vehicle body repairs to Dick Diggons Body Works, Inc. for the time period of July 1, 2008 through June 30, 2009; and

WHEREAS, Sealed Bid #I001385 allows for two (2) additional one (1) year renewal periods beginning July 1, 2009 for the current vendor to provide body repair services under the same terms and pricing; and

WHEREAS, The Shelby County Sheriff's Office recommends approval of the a renewal for said services, as outlined in Sealed Bid #I001385, for the period of July 1, 2009 through June 30, 2010, with an option for one additional renewal period from July 1, 2010 through June 30, 2011; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the renewal of services awarded via Sealed Bid No. I001385 for automotive body repair to Dick Diggons Body Works, Inc., is hereby approved for the FY 2009-2010 and FY 2010-2011, provided the amount is not to exceed \$130,000.00 for each renewal and the renewal for FY 2010-2011 is mutually agreeable by the parties and subject to the adoption of the fiscal year operating budget by the Board of Commissioners.

BE IT FURTHER RESOLVED, That the funds for the FY 2009-2010 renewal be and are hereby appropriated.

BE IT FURTHER RESOLVED, That the Shelby County Purchasing Department is hereby authorized to issue purchase orders to Dick Diggons Body Works, Inc. for said services.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants in amounts not to exceed \$130,000.00 per renewal period for the purposes contained in this resolution to procure automotive body repair services and to take proper credit in their accounting therefore.

A C Wharton, Jr., County Mayor

Date: _____

ATTEST:

Clerk of County Commission

ADOPTED: _____

SUMMARY SHEET

I. Description of Item

The Shelby County Sheriff's Office operates a vehicle fleet on a nonstop basis. Due to the increased usage through constant operations, fleet vehicles sustain minimal damage routinely and serious body damage sporadically. In order to maintain a sound fleet of response vehicles with a professional appearance, the Shelby County Sheriff's Office has a need to maintain access to a contracted, professional vendor to perform automotive body repairs.

Dick Diggons Body Works, Inc. was awarded the bid for July 1, 2008 through June 30, 2009, via resolution adopted on August 18, 2008. The bid award has 2 one-year renewal options allowing the Sheriff's Office to hold pricing at the same rates for the next 2 years. The Resolution approves the renewal for FY 2009-2010 and authorizes the parties to renew services for FY 2010-2011 if agreed upon by the parties.

II. Source and Amount of Funding

FY 2009-2010 Operating Budget
#031-610202-6783
\$130,000.00

III. Contract Items

Sealed Bid number I001385, dated May 9, 2008 and Resolution adopted August 18, 2008.

IV. Additional Information Relevant to Approval of this Item

The Shelby County Sheriff's Office recommends approval of this resolution to renew services outlined in Sealed Bid I001385.